

OFFICIAL MINUTES –OCTOBER 27, 2008 REGULAR MEETING



PARKROSE SCHOOL DISTRICT NO. 3
10636 N.E. Prescott Street
Portland OR 97220-2699

Regular Session of the Parkrose Board of Education of School
District No. 3, Multnomah County, Oregon
Monday, October 27, 2008

MINUTES

<p>THE REGULAR BOARD MEETING WAS CONVENED</p>	<p><u>REGULAR BOARD MEETING – CALL TO ORDER 7:00 P.M.</u></p> <p>The Parkrose Board of Education of School District No. 3, Multnomah County, Oregon, convened in Regular Session in the district Board Room at the Parkrose District Office in the said District, County, and State at the hour of 7:00 p.m. on the date hereinabove shown and by common consent of the directors.</p> <p>a> Chair Woods called the meeting to order at 7:00 p.m. and welcomed staff and patrons. Chair Woods reviewed the “Citizen Comment” process for those in attendance for the first time.</p> <p>Board Chair Woods noted the following were present.</p> <p>b> <u>PRESENT:</u> James Woods, Chair Ed Grassel, Vice-Chair Katie Larsell Alesia Reese</p> <p>Others in attendance: Superintendent Karen Fischer Gray, administrators, Director of School Improvement Yuki Monteith, Director of Student Services Kathy Keim-Robinson, Director of Human Resources Marian Young, Director of Business Operations Mary Larson, and Board Secretary Apryl Jump.</p>
<p>PRESCOTT SCHOOL PRESENTATION</p> <p>DR. “SKI,” PRESIDENT OF MT. HOOD COMMUNITY COLLEGE</p> <p>ASB REPORT</p>	<p><u>SCHOOL PRESENTATIONS/RECOGNITION</u></p> <p>a> <u>Presentations</u></p> <p>1. <u>Prescott School Presentation:</u> Prescott Principal Michael Lopes introduced a new student greeter program at Prescott. 4th and 5th grade students with excellent people skills were nominated by staff to be student greeters to welcome and direct visitors at Prescott Elementary. The greeters were trained and spent time role playing to prepare them for their new role. The students present this evening were:</p> <ul style="list-style-type: none"> ● Nabil Abdullahi ● Bill Troung ● Haoua Ngoye ● Courtney Mealue ● Kaily Miller <p>2. <u>Dr. John “Ski” Syielski, President of Mt. Hood Community College</u> Dr. Ski handed out an informational handout noting Mt. Hood Community College (MHCC) currently had about 22 Parkrose graduates attending the college. MHCC was working very hard to improve the relationship with Parkrose and hoped to have more students attend MHCC. MHCC looked forward to offering more classes at its Maywood park campus and at Parkrose High School. Dr. Ski shared MHCC was in a strategic planning process and would be creating a new vision.</p>




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<p>RECOGNITION</p>	<p>3. <u>ASB Report</u> Derek Herman, ASB President reviewed several events including:</p> <ul style="list-style-type: none"> • Homecoming week - Won the homecoming game. Class of 88 was at the game. • Sports – Boys Soccer went to playoffs. Girls Volleyball and Waterpolo were going to state. • MECHA was holding a day of the dead dance on Saturday. • Thespians were doing a program called TOPS – collecting cans for the needy in the community. • Choir - Debonaires would be singing at the Oregon School Boards Association conference and competing at the Mt. Hood Jazz Festival. • Senior proposals were due. Mr. Herman spoke with students; the biggest complaint was they had not received yearbooks yet. • Winter wishes – It was the 2nd year for the event. Students submit a wish to the student body and ASB tried to grant it. <p>b> <u>Recognition</u></p> <p>1. <u>Linda Schlechter</u> Director of Student Services Kathy Keim-Rbinson explained Ms. Schlechter had helped students in the gateway project go to prom. She was not present to receive her certificate of recognition.</p> <p>2. <u>Becky Nino</u> Director of Business Operations Mary Larson acknowledged the work and integrity of Becky Nino. Ms. Larson explained the Oregon Association of Business Officials had a certified program that acknowledged the proficiency of different staff levels. Ms. Nino was one of the first recipients. Ms. Nino was also one of the first to have multiple levels of budgeting, risk management, and purchasing certification.</p>
<p>PFA REPORT</p>	<p><u>PFA MONTHLY REPORT</u> PFA President Rosalind Curry reported staff was happy conferences were over. Staff reports regarding conferences said it went well. Bob Pratt agreed to fill in temporarily as Vice President of PFA. Ms. Curry also noted OEA and PSO had finally settled after striking for four weeks. Parkrose was still waiting for its own consultant. PFA members also had participated in a phone bank for measures 58 and 60 urging folks to vote no. Lastly, PFA had sent a plant and card to Laura Queen who lost her brother.</p>
<p>BOARD REPORTS</p>	<p><u>BOARD OF EDUCATION</u> <i>* Board reports and committee reports were combined.</i></p> <p>a> <u>Board Reports</u> <i>Alesia Reese. (printed here verbatim): t</i> PARKROSE Long Range Capital and Finance Subcommittee</p> <ul style="list-style-type: none"> • A team will be conducting a facilities tour in collaboration with a proposal for a Long Range District Facility Plan. The plan will be for a minimum of 10 years. This plan will consider the community demographics in the plan. • A proposal for food service will also be reviewed by the subcommittee. • Budget Committee will have three open positions for the Board to fill. The subcommittee has an aggressive meeting schedule for the next four months and encourages Board and Budget Committee members' support. • Along with Board Members Woods and Grassel, I was encouraged in a meeting with the Board's auditors. Recent economic challenges in another district, the current financial crisis and long-range planning, all made for a deliberative process. Parkrose

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	<p>has a dedicated and effective financial management team and appreciates the Board's involvement and welcome the attention to detail members bring.</p> <p>PARKS AND OPEN SPACE</p> <ul style="list-style-type: none">• Lents Park may be the home of a new athletic stadium. The proposal is at odds with some adjoining neighborhoods and parks advocates who oppose the loss of park space, in influx of traffic and parking and the debt costs to taxpayers.• Beech Park Master Planning continues to progress. The final plan will go before City Council and then will wait funding-perhaps in a bond measure in 2010.• Senn's Dairy Park will (if not already) have its playground equipment installed by this time. Recognition to the many community leaders who have pursued this park-especially when told 'NO' so many times. <p>Parkrose is stronger due to the tenacity of these citizens.</p> <p>AIRPORT FUTURES</p> <ul style="list-style-type: none">• The Port of Portland will celebrate its achievements at the Annual Gateway to the Globe Luncheon in Downtown Portland on October 16th. This opportunity allows the Port to highlight its achievements and challenges during the past year.• As a member of the Public Involvement component of the Airport Futures Group, our meeting have involved training for members to position the community. Changes in land and zoning will necessitate comprehensive community involvement. How the new committee will work and function in the decades ahead are our planning goals. <p>GATEWAY URBAN RENEWAL</p> <ul style="list-style-type: none">• As the 102nd Boulevard project enters the final work in this first phase, revenue will be available for second phase planning. Implementation of the project from Burnside through Stark streets is as of yet, unknown.• Portland Development Commission is pursuing open and green space opportunities at the former JJ North site. <p>NEIGHBORHOODS</p> <ul style="list-style-type: none">• Small grants (from \$500 to 3,500) are available. Please contact the East Portland Neighborhood Association office at 503.823.4550 or visit the website (EPNO) to download the application. <p>Special recognition and thanks should be extended to Steve Voorhees and his family for making the Parkrose Farmer's Market such a success!</p> <p>Respectfully submitted, Alesia J. Reese</p> <p><i>Katie Larsell: (printed here verbatim):</i> The legislative reception for Multnomah County board members and newly elected legislators is November 19h at 7:00 pm at Parkrose High School. It should be a fun meeting. We are going to use the table topics format (or speed dating, if you have heard of it) for the meeting to create more opportunities for discussion between board members and legislators.</p> <p>The Community Partnership subcommittee is committed to creating a communication plan for Parkrose. Superintendent Karen Fischer Gray is submitting a neighborhood grant request. We have added several new members: Principal Debbie Ebert, Catherine Malinas, Program Director for Portland Schools Foundation, and Allison Newman – Woods, Booster President.</p> <p>Activity log: Sep. 25 – East Portland Action team</p>
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<p>SUPERINTENDENT EXECUTIVE EVALUATIVE SUMMARY</p> <p>DRAFT DISTRICT GOALS</p>	<p>Oct. 01 – East Portland Action team Oct 13 – Worksession Oct 16 – Planning session Community Partnership Oct 20 -- Legislative Committee Oct 23 – Community Partnership Meeting Katie Larsell 10/27/08</p> <p><i>Ed Grassel:</i> The School Improvement Committee was working on two areas – professional development/AVID and new diploma requirements. Mr. Grassel had been involved with the district technology committee and the new diploma committee. Mr. Grassel also noted he had been busy coaching as well.</p> <p>b> <u>Superintendent Executive Evaluative Summary</u> Chair Woods gave a brief synopsis of the superintendent evaluation process and design. The Board was interested in 5 areas: district administration, academics, government relations/community partnerships, and athletics/extracurricular activities. The Board created these categories in order to put together an evaluation that covered three major areas. There were a number of areas of strength (e.g. improvement of evaluations and professional development). The Board was impressed with the expansion of career technical programs and the variety of contacts including student and parent advisory groups. Areas of concern had to do with the economy and minor audit questions including improved budget reports and other small plans for improvements in the schools. Chair Woods stated the Board was extremely happy Superintendent Gray was at Parkrose.</p> <p>c> <u>Review Board/Superintendent Draft Goals</u> Superintendent Gray noted the district had co-joined the superintendent/board goals. At the previous meeting the Board made a suggestion about reducing the use of acronyms in the document. Superintendent Gray also noted slight changes in the measures; they were cleaned up and better defined.</p>
<p>CONSENT AGENDA</p> <p>THE BOARD APPROVED THE CONSENT AGENDA</p>	<p><u>ACTION ITEMS</u></p> <p>a> <u>CONSENT AGENDA</u> WOODS MOVED to ACCEPT the consent agenda as presented with the following items listed:</p> <p> BOARD MINUTES September 22, 2008, Regular Board Meeting Minutes September 29, 2008, Executive Session Meeting Minutes October 13, 2008, Working Session Minutes</p> <p> BUSINESS/FINANCE * Resolution to approve and appropriate a grant awarded by Smith Barney in the amount of \$1,000. * Free/Discounted Facility Use Fee – Parkrose Host a Reception (Contact is Katie Larsell).</p> <p> EXTENDED TRAVEL * Travel request for Yuki Monteith for AVID District Leadership session 2 in Mesa, AZ, from February 3rd through the 6th, 2009. * Travel request for Yuki Monteith and Helen Ying to attend the AVID Data Analysis Training in San Diego, CA from March 8th through the 10th, 2009. * Travel request for Tammy Stamp to attend a workshop with the US Army Educator Tour at Fort Leonard, Wood, MO from November 4th through the 7th, 2008.</p> <p>Chair Woods called for any objections. Vice Chair Ed Grassel requested the travel</p>

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	request for Tammy Stamp be removed from the consent agenda. The item was moved and placed as action item I. Chair Woods called for any objections to the amended consent agenda. Hearing no objections, the agenda was approved by a 4-0 vote of James Woods, Katie Larsell, Alesia Reese, and Ed Grassel (Guy Crawford was absent).
CITIZEN COMMENTS	<p><u>CITIZEN COMMENTS</u></p> <p>There were no citizen comments.</p>
<p>REPORT CARD PRESENTATION WAS RESCHEDULED</p> <p>HIGHLY QUALIFIED UPDATE</p> <p>FINANCE REPORT</p> <p>ENERGY PROJECT UPDATE</p> <p>BUDGET CALENDAR</p>	<p><u>DISTRICT BUSINESS</u></p> <p>a> <u>Department Reports</u></p> <p>1. <u>Report Cards</u>: This was postponed due to the absence of the Director of School Improvement.</p> <p>2. <u>Highly Qualified Update</u>: Director of Human Resources Marian Young explained the high qualified provisions for certified staff. At Parkrose School District, 92% of classes were taught by highly qualified teachers. The state required 100%. If the district was below 100% the district was required to file a plan.</p> <p><u>Discussion/Questions</u>: An inquiry was made regarding if there was a penalty for not meeting the state requirements and if Parkrose funds had been restricted. A penalty depended on the number of years the district had not met the target. Oregon Department of Education (ODE) required the filing of a plan on how the district was meeting the target. ODE scrutinized and restricted the use of Title I and Title II funding each year a district did not meet. Parkrose had submitted a professional development plan for all teachers who were not highly qualified. Funds had been restricted in that Parkrose could not hire any additional educational assistants.</p> <p>3. <u>Finance Report</u>: Director of Business Operations Mary Larson requested the Board have a special working session December 1st from 5 to 7 p.m. to discuss the student body fund. Staff should receive the final general audit by the December regular business meeting. The January working session would be a time to discuss the audit. Ms. Larson reviewed information regarding various bond debt and taxes noting she did not know the large economic situation for the state in terms of property tax collection which would occur at the end of November. She provided a general overview of information regarding school funding and how the ratio funding worked.</p> <p><u>Requests</u>: Vice Chair Grassel asked for the published bond measure results. Ms. Reese asked for a handout on the basics of bonds (e.g. Bonds 101).</p> <p>4. <u>Energy Project Update</u>: Ms. Larson reviewed several projects including the high school light projects (completed), the Desert Air System (still in progress), Fine Arts Heating (in progress), the middle school lights (completed) and the heating/ventilation system (to completed in January).</p> <p><u>Discussion/Questions</u>: It was confirmed the district was on budget.</p> <p>5. <u>Budget Calendar</u>: Ms. Larson requested the Board to take action on the proposed budget calendar for 2009-2010. This calendar backed up some dates due to legislature being in session. Staff will not know what school funding will be until later in the year. In addition, the dates were backed out due to the economic downturn. The district wants the best projections it can get.</p>

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BUDGET COMMITTEE VACANCIES	<p>6. <u>Budget Committee Vacancies</u>: Ms. Larson noted budget committee positions 1, 3, and 4 were open. The terms for positions 3 and 4 had expired and position 1 was resigned. Ms. Larson's notice was the official announcement for the budget committee vacancies.</p>
LONG RANGE FACILITY PLAN RFP PROCESS	<p>7. <u>Long Range Facility Plan RFP Process</u>: Ms. Larson updated the Board on the district's work toward a long range facility plan and request for proposal (RFP) process. Recently Parkrose School District requested a written RFP, released the notice to vendors and publicized the request in a variety of locations. The district conducted a facility tour for approximately 15 people. The RFP was due October 29, 2008. After the closing date the RFPs would be opened and reviewed by a committee. Interviews of selected RFPs would be conducted November 19th and 20th. The committee would then meet and make a final recommendation and bring that recommendation to the Board at the December 8th regular business meeting. The remaining timeline included the work to begin in January with a rough draft of the plan by May 15th and a presentation to the Board at the June 8th working session.</p>
FOOD SERVICE MANAGEMENT RFP PROCESS	<p>8. <u>Food Service Management RFP Process</u>: Ms. Larson reviewed the RFP timeline after the expiration of the district's current Chartwells contract. The RFP would be released January 7th followed by a tour of the district on January 14th. The deadline for submission was scheduled for February 4th. A review and interviews would be conducted with a recommendation for Board approval scheduled for the February 23rd regular board meeting. The Oregon Department of Revenue had to approve as well.</p>
SUPERINTENDENT REPORTS	<p>b> <u>Superintendent Report</u> <i>*Note: Items were taken out of order from published agenda</i></p>
SOCCER CENTER DEVELOPMENT UPDATE	<p>1. <u>Soccer Center Development Update</u>: Superintendent Gray presented a PowerPoint with the following topics: Objective, Rationale, Site Advantages, Initial Strategies, Cost and Funding Ideas, Cost Sharing Ideas, Sponsorships, Community Grants, Future Considerations, and Next Steps. The district will be preparing to go before the city council in early 2009.</p>
OREGON BUILDING CONGRESS AWARD	<p><u>Discussion:</u> The soccer complex was in the 20/20 vision plan. Discussion revolved around the probability of the complex being completed. In addition, there was discussion regarding the need for irrigation and water management (e.g. drainage) on some district fields prior to completion of the soccer complex.</p>
DISPOSAL OF SURPLUS PROPERTY	<p>2. <u>Oregon Building Congress Award</u>: Superintendent Gray shared she had received an Outstanding Educator of the Year award from the Oregon Building Congress.</p> <p>3. <u>Disposal of Surplus Property</u>: Superintendent Gray provided requested information to the Board regarding the Board's review of disposal of surplus property. Policy states it was the purview of the Board to dispose of surplus property. The item was located in consent agenda and there was no need to review each item.</p>
BRONCO BLAZE DISCUSSION UPDATE	<p>4. <u>Bronco Blaze Discussion Update</u>: Superintendent Gray provided the Board with requested information regarding inquiries made about the Bronco Blaze's editorial and letters to the editor policy. Student editors chose which letters to publish. Reporting notes had to be retained for three years. All reported information and notes were cross checked. As a safeguard, a professional journalist from the Oregonian reviewed each story.</p>
	<p>5. <u>Senior Year Update</u>: Superintendent Gray provided the Board information regarding a rigorous and full senior year. Tracy Grant provided the following information:</p>

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<p>SENIOR YEAR UPDATE</p> <p>ADMINISTRATIVE RULES REVIEW</p> <p>DLC-AR: STAFF TRAVEL REIMBURSEMENTS</p> <p>IIBGA-AR: ELECTRONIC COMMUNICATIONS SYSTEM</p>	<ul style="list-style-type: none"> ● 48 schedules (18%) were taking less than 6 credits. ● Several schedules contained AP classes. ● It was Ms. Grant's belief that about 25% could be taking more credits. <p>Discussion needed to happen regarding what a rigorous schedule could involve as well as cost. There was the option of community college credit. Superintendent Gray asked the counselors their thoughts on what seniors were doing. The responses were seniors were most likely engaged in outside work, community college attendance, and a few at home playing video games.</p> <p>6. <u>Administrative Rules Review</u></p> <p>a. <u>DLC-AR: Staff Travel Reimbursements</u>: Superintendent Gray explained there were changes made to two policies. Under DLC-AR, language was added to clarify reimbursements around transportation and food. Staff was looking to having an administrator on all trips over 200 miles.</p> <p>b. <u>IIBGA-AR: Electronic Communications System</u>: Superintendent Gray explained staff had melded in some new language to strengthen the district's administrative rule governing electronic communication and use of the districts equipment.</p> <p><u>Discussion:</u> Inquiries were made regarding certified staff interest in WIKI and websites. Both WIKI and blogs were part of the existing Parkrose School District technology plan. Websites were permitted with building administrator approval.</p>
<p>ACTION ITEMS</p>	<p><u>ACTION ITEMS:</u></p> <p>A> <u>ACCEPT/REJECT</u> the Updated Board Calendar Chair Woods entertained a motion to accept the updated Board calendar. Superintendent Gray clarified the calendar update reflected a change in location only. Ms. Reese moved to accept the updated Board calendar. Chair Woods called for discussion. <i>Hearing no discussion, the MOTION to ACCEPT the updated Board calendar passed by a 4-0 vote with Katie Larsell, James Woods, Alesia Reese, and Ed Grassel voting in the affirmative.</i></p> <p>B> <u>ACCEPT/REJECT</u> Budget Calendar Chair Woods asked for a motion. Ms. Reese moved to accept the budget calendar. Chair Woods called for discussion. <i>Hearing no discussion, the MOTION to APPROVE the budget calendar passed by a 4-0 vote with Katie Larsell, James Woods, Alesia Reese, and Ed Grassel voting in the affirmative.</i></p> <p>C> <u>ACCEPT/REJECT</u> combining of action items C., D., F. & G. Chair Woods called for a motion to combine items C. through G. Ms. Reese moved to combine actions items C. through G. Chair Woods asked for any objections. Vice Chair Grassel objected and requested item E. be removed for a separate vote. <i>Ms. Reese moved to combine items C., D., F. and G. (amended motion). Chair Woods called for any objections. There were no objections and the motion was so ordered.</i></p> <p>D> <u>ACCEPT/REJECT</u> combined action items C., D., F. & G. Chair Woods called for a motion. Ms. Larsell moved to accept action items C., D., F., and G. Chair Woods called for discussion. <i>Hearing no discussion, the MOTION to APPROVE the combined items C., D., F., and G. passed by a 4-0 vote with Katie Larsell, James Woods, Alesia Reese, and Ed Grassel voting in the affirmative.</i></p> <p>E.> <u>ACCEPT/REJECT</u> 2nd Reading of Policy IKF: Graduation Requirements Superintendent Gray noted the Board was not required to pass a policy on the second reading. It could wait and pass the policy at a third reading.</p>

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Vice Chair Grassel moved to accept policy IKF: Graduation Requirements. Chair Woods called for discussion

Discussion:

Vice Chair Grassel inquired if the school would increase the credits from 26 to 28 since the new requirements had increased and Parkrose required more credits. He also inquired about the financial impact of such a credit increase.

Superintendent Gray stated the district was going to be challenged to meet the new state standards as it currently stood. She added that until the taskforce (MESD) made a recommendation, the Parkrose committee working on graduation requirements could go no further than reviewing ways to meet the new standard. She recommended the Board pass a policy that at least recognized the change in graduation requirements.

Discussion continued about what the new requirements meant in regards to teachers and classes juxtaposed to what Parkrose was currently offering.

There was no further discussion. *The **MOTION to APPROVE** Policy IKF: Graduation requirements passed by a 4-0 vote with Katie Larsell, James Woods, Alesia Reese, and Ed Grassel voting in the affirmative.*

F.> **ACCEPT/REJECT** Board/Superintendent Goals

Chair Woods asked for a motion. Ms. Reese moved to accept the Board/Superintendent goals. *Hearing no discussion, the **MOTION to ACCEPT** the Board/Superintendent goals passed by a 4-0 vote with Katie Larsell, James Woods, Alesia Reese, and Ed Grassel voting in the affirmative.*

G.> **ACCEPT/REJECT** the Travel Request by Tammy Stamp to Attend a Workshop with the US Army Educator Tour at Fort Leonard, Wood, MO from November 4th through the 7th, 2008.

Vice Chair Grassel moved to accept the travel request made by Tammy Stamp. Chair Woods called for discussion.

Discussion:

Several inquiries were made regarding the submission timeline for travel requests (due to a notation on the form citing the request being late) and the new administrative rule encouraging administrators travel with staff. In addition, curiosity was expressed as to why Ms. Stamp was attending the workshop and it's applicability to the district's instructional goals and strategic plan.

Parkrose High School Principal Roy Reynolds explained he had contacted the army to determine how the workshop would meet district instructional goals. The army sent the corresponding information which was attached to Ms. Stamp's request.

It was asked how the workshop would benefit the district; how would this information and training be expanded beyond Ms. Stamp's classroom. Mr. Reynolds explained it would be shared with her department and with other district staff as relevant.

Concern was expressed the request didn't contain any type of proposal as to how this would impact the classroom. In addition, concern was expressed concerning the teacher's 4 day absence, math scores being low, and the information presented seemed more applicable to counselors and army personnel.

There was no further discussion. *The **MOTION to APPROVE** Ms. Stamps travel request failed by a 0-4 vote with Katie Larsell, James Woods, Alesia Reese, and Ed Grassel voting in the negative.*

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DISCUSSION ITEMS	<u>DISCUSSION ITEMS</u> None
FUTURE AGENDA ITEMS	<u>CORRESPONDENCE/ANNOUNCEMENTS/REQUESTS</u> a> Future Agenda Items b> Chair Woods announced the following meetings: <ul style="list-style-type: none">● Board Working Session, Monday, November 10, 2008, District Office, Boardroom, 5:00 p.m.● Board Business Session, Monday, November 24, 2008, District Office, Boardroom, 7:00 p.m. All regular meetings will now be held at the district office located at 10636 NE Prescott St.
ADJOURNMENT	<u>Adjournment</u> Chair Woods adjourned the regular meeting of the Parkrose Board of Education at 9:42 p.m.